

AGENDA

BOARD OF COMMISSIONERS
REGULAR MEETING
315 WEST SECOND STREET
FRANKFORT, KY 40601
502/875-8500

February 26, 2007
5:30 P.M. (EST)

1. INVOCATION

Sandra Murphree, Associate Pastor, First
United Methodist Church

PLEDGE OF ALLEGIANCE

John Hammond

ROLL CALL

MINUTES

January 22, 2007 Regular Meeting;
February 5, 2007 Special Meeting;
February 12, 2007 Special Meeting;
February 12, 2007 Work Session;
February 15, 2007 Work Session.

MAYOR'S REPORT

2. CEREMONIAL ITEMS

3. ORDINANCES

3.1 **SECOND READING:** An Ordinance appropriating the revenue to be received by the City of Frankfort for 2006 - 2007 grant funds.

Purpose: The purpose of this item is to consider approval of an Ordinance appropriating the revenue to be received by the City of Frankfort for various grant funds into the 2006 - 2007 budget.

Background: After approval of the 2006 - 2007 Budget for the City of Frankfort, the City was awarded four grants. This Ordinance would amend the 2006 -2007 Budget to reflect these additions. The grants are specifically listed in the Ordinance.

This Ordinance had its first reading January 22, 2007.

Financial Analysis: These grant monies are reimbursable and should not add any financial burden to the City.

Recommendation: Approval

Attachment:

- Ordinance

Contacts:

| | | |
|--------------------|--|--|
| Name: | Steve Dawson | Rebecca Hall |
| Title: | Director | Grants Manager |
| Department: | Finance | City Manager |
| Phone: | 502/352-2083 | 502/352-2076 |
| Email: | sdawson@Frankfort-ky.gov | rhall@Frankfort-ky.gov |

3.2 SECOND READING: An Ordinance establishing an exemption from payment of Occupational License Tax.

Purpose: To provide an exemption from the payment of the occupational license fee and the net profits tax for blind persons for income or wages of up to \$15,000.

Background: The City Code of Ordinances previously contained a provision exempting blind persons from paying occupational license fee and the net profits tax on income or wages of up to \$5,000. This exemption was deleted when the City Code of Ordinances was recodified. This provision reinstates the exemption and increases the amount of exempt wages or income to \$15,000 to take inflation into consideration. Individuals claiming the exemption are still required to file a return and pay the Net Profits Tax of \$35.

This Ordinance had its first reading January 22, 2007.

Financial Analysis: This Ordinance will have only a minimal impact on the amount of occupational license tax and net profits tax paid to the City of Frankfort.

Recommendation: Approval

Attachment:

- Ordinance

Contact Persons:

| | | |
|--------------------|--|--|
| Name: | Steve Dawson | Rob Moore |
| Title: | Director | City Solicitor |
| Department: | Finance | |
| Phone: | 502/875-8500 | 502/227-2271 |
| Email: | sdawson@frankfort-ky.gov | moore@hazelcox.com |

3.3 FIRST READING: An Ordinance appropriating the revenue to be received by the City of Frankfort for 2006-2007 grant funds.

Purpose: To consider approval of an ordinance appropriating the expenditure of revenue to be received by the City of Frankfort for Homeland Security Grant Funds.

Background: After approval of the 2006/2007 budget the City of Frankfort was awarded a grant through the Kentucky Office of Homeland Security for the purchase of mobile data terminals and related computer equipment to be installed on fire and EMS vehicles. This grant is made available for operations of Hazmat-14 as established by the state. This Ordinance will amend the 2006/2007 budget to authorize payment for the equipment purchased in the amount of \$124,360.00. Per the reimbursement policy established by the Kentucky Homeland Security Office, the City is required to pay for the equipment received and will then be reimbursed within 30 days.

Financial Analysis: \$124,360 in expenditure to be reimbursed by grant approval from the Kentucky Office of Homeland Security.

Recommendation: Approval

Attachments:

- Ordinance

Contact Persons:

| | | |
|---------------|-----------------|--------------|
| Name: | Wallace Possich | Deron Rambo |
| Title: | Fire Chief | DES Director |
| Dept.: | Fire | Fire |

Phone: 502/875-8511 502/682-2726
E-Mail: wpossich@frankfort-ky.gov drambo@frankfort-ky.gov

- 3.4 FIRST READING:** An Ordinance amending Ordinance No. 8, 1983 Series by amending the City of Frankfort Zoning Ordinance - Article 13, Section 13.11 Permits of the City of Frankfort's Zoning Ordinance.

Purpose: To amend the City's Zoning ordinance as recommended by the Frankfort/Franklin County Planning Commission and the Zoning Update Committee by amending the City of Frankfort Zoning ordinance - Article 13, Section 13.11 Permits of the City of Frankfort's Zoning Ordinance. Specifically, the request is to amend the permitting section of the sign regulations by adding an expiration date for sign permits.

Background: The City's Electrical Inspector requested that the sign permit section be amended to include language that specified when sign permits expire, similar to building permits.

On October 25, 2006, the Zoning Update Committee discussed the item and made minor changes (see double underline text). The committee supports the revised proposed text amendment.

13.11 Permits. A permit, issued by the Department of Planning and Building Codes, is required to erect all signs not explicitly exempted by the provisions of this article. Any sign for which a permit is issued shall have a footer inspection, if applicable, and final inspection prior to issuance of a certificate of completion. If the on-site construction and/or installation of the sign has not commenced within six-months after issuance of the sign permit, the permit shall become null and void, unless a six month extension is granted by the Planning Director.

On January 18, 2007, the Frankfort/Franklin County Planning Commission held a public hearing, closed the public hearing, approved the report as the findings rather than requesting a summary, and unanimously approved to recommend the City of Frankfort's Board of Commissioners to approve the proposed text amendment.

Attachments:

- Proposed Ordinance amendment
- The report submitted to the Planning Commission
- Minutes of the January 18, 2007 Planning Commission meeting (to be provided when complete)

Recommendation: Approval

Contact Person

Name: Gary Muller
Title: Planning and Building Codes Director
Department: Planning
Phone: 502/875-8513
Email: gmuller@fewpb.com

4. ORDERS

- 4.1** An Order Authorizing the Filing of an Application with the Department of Transportation, United States of America, for a Grant under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFE-TEA-LU).

Purpose: The purpose of this item is to adopt an order authorizing the Mayor to file an application with the U.S. Department of Transportation for a 5311 Grant under the SAFE-TEA-LU.

Background: This order must be adopted each year in order to apply for a Section 5311 Grant. This Order authorizes the Mayor to execute and file on behalf of the City an application with the U.S. Department of Transportation for a Section 5311 Grant that provides operating and administrative, and capital assistance to the City's Public Transit System.

Recommendation: Approval.

Attachments:

- Order.

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: 502/875-8500
E-mail: jhackbart@frankfort-ky.gov

4.2 An Order Committing the Local Share of Funds Necessary to Secure a Section 5311 Grant Application.

Purpose: The purpose of this item is to adopt an order committing the City's share of funds to obtain a Section 5311 Grant and assure the operation of the transit service for a minimum of five years.

Background: This order must be adopted each year in order to apply for a Section 5311 Grant. The Section 5311 Grant request will be in the amount of \$500,000, for Operating & Administrative costs in which the City is obligated to cover 50% (\$250,000) and the Federal Government will pay 50% (\$250,000) and \$470,000 for Capital Expenses with the City obligated to cover 10% (\$47,000) State will pay 10% (\$47,000) and Federal Government will pay 80% (\$376,000) for three replacement buses and bus wash equipment and building. The City is also to assure the operation of the transit service for a minimum of five years.

Recommendation: Approval.

Attachments:

- Order.

Contact Person

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: 502/875-8500
E-mail: jhackbart@frankfort-ky.gov

5. RESOLUTIONS

5.1 Resolution authorizing the filing of an application for 2007 TE-21 grant funds and designating the Mayor to execute all documents pertaining to this grant.

Purpose: To authorize the filing of an application for 2007 TE-21 grant funds and designating the Mayor to execute all grant related documents.

Background: Kentucky Transportation Cabinet accepted Intent to Apply applications from local government agencies on January 31, 2007. The City of Frankfort submitted the Intent to Apply form and has now been invited to submit a full application for funding. Downtown Frankfort, Inc. would like to apply for funds to complete downtown Streetscape Improvements. The amount requested will be \$285,045, and Downtown Frankfort, Inc. is requesting an in-kind match of \$71,261 from the City for this project. A Resolution from the City is required as part of the full application package.

Financial Analysis: The City will be responsible for the 20% match for this project.

Recommendation: Approval

Attachment:

- Resolution

Contact Persons:

| | | |
|--------------------|----------------------------|--|
| Name: | Harry Carver | Rebecca Hall |
| Title: | Executive Director | Grants Manager |
| Department: | Downtown Frankfort, Inc. | City Manager |
| Phone: | 502-223-2261 | 502/875-8500 |
| E-Mail: | info@downtownfrankfort.com | Rhall@frankfort-ky.gov |

- 5.2** Resolution authorizing the filing of an Application for 2007 Safe Routes to School Grant funds and designating the Mayor to execute all documents pertaining to this grant (Public Works).

Purpose: To authorize the filing of an application for 2007 Safe Routes to School grant funds and designating the Mayor to execute all grant related documents.

Background: Kentucky Transportation Cabinet has opened the application process for local government agencies to apply for up to \$250,000.00 under the Safe Routes to School Program. Under this program funds are available to repair and/or create sidewalks around K-8 schools. The City of Frankfort has two schools, which are in need of sidewalk improvements to make them more appealing for children to walk or bike to school. A Resolution from the City is required as part of the full application package.

Financial Analysis: There are no matching funds required.

Recommendation: Approval

Attachment:

- Resolution

Contact Persons:

| | | |
|--------------------|--|--|
| Name: | Bob Tillett | Rebecca Hall |
| Title: | Public Works Assistant | Grants Manager |
| Department: | Public Works | City Manager |
| Phone: | 502/875-8500 | 502/875-8500 |
| E-Mail: | BTillett@Frankfort-ky.gov | Rhall@frankfort-ky.gov |

- 5.3** Resolution authorizing the filing of an application for 2007 TE-21 grant funds and designating the Mayor to execute all documents pertaining to this grant.

Purpose: To authorize the filing of an application for 2007 TE-21 grant funds and designating the Mayor to execute all grant related documents.

Background: Kentucky Transportation Cabinet accepted Intent to Apply applications from local government agencies on January 31, 2007. The City of Frankfort submitted the Intent to Apply form and has now been invited to submit a full application for funding. The Tourism Commission would like to apply for funds to purchase the Depot Building in downtown Frankfort across from the History Center for the purpose of having offices for Tourism, the Chamber of Commerce, the Historical Society and Downtown Frankfort, Inc. The amount requested will be \$900,000.00 and the Tourism Commission is not requesting a match from the City for this project. A Resolution from the City is required as part of the full application package.

Financial Analysis: The Tourism Commission will be responsible for the 20% match for this project.

Recommendation: Approval

Attachment:

- Resolution

Contact Persons:

| | | |
|--------------------|--|--|
| Name: | Joy Jeffries | Rebecca Hall |
| Title: | Executive Director | Grants Manager |
| Department: | Tourism Commission | City Manager |
| Phone: | 502-875-8687 | 502/875-8500 |
| E-Mail: | joy@visitfrankfort.com | Rhall@frankfort-ky.gov |

6. CONSENT CALENDAR

Items on the Consent Calendar are considered to be routine by the Board of Commissioners and will be enacted by one motion and one vote. There will be no separate discussion of these items unless a Board member so requests, in which event the item will be removed from the Consent Calendar and considered separately. The City Manager will read the items recommended for approval.

- 6.1** To authorize the renewal of the Memorandum of Agreement for use of the two Sower soccer fields at Capitol View Park, between the City of Frankfort and the Frankfort Soccer Alliance (Parks and Recreation).

Purpose: The purpose of this item is to consider the renewal of the Memorandum of Agreement for use of the two Sower soccer fields at Capitol View Park, between the City of Frankfort and the Frankfort Soccer Alliance.

Background: In January 2002 an agreement was made between the City and the Frankfort Soccer Alliance, for the use of the two Sower soccer fields at Capitol View Park. This arrangement began in 1995, between the City and the three local high schools. The agreement was automatically renewed if neither party objected for four additional one-year terms. There is a 60-day cancellation clause for both parties.

Financial Analysis: The Frankfort Soccer Alliance makes an annual payment of \$2,500 to the City for maintenance costs.

Recommendation: Approval.

Attachments:

- Existing agreement
- Proposed new agreement.

Contact Person

| | |
|--------------------|--|
| Name: | Steve Brooks |
| Title: | Director |
| Department: | Parks & Recreation |
| Phone: | 502/875-8575 |
| E-Mail: | SBrooks@frankfort-ky.gov |

- 6.2** To authorize the renewal of the Memorandum of Agreement for use of facilities between the City of Frankfort and the Frankfort Youth Football League (Parks and Recreation).

Purpose: The purpose of this item is to authorize the renewal of the Memorandum of Agreement for use of facilities between the City of Frankfort and the Frankfort Youth Football League.

Background: In January 2002 an agreement was signed for the Frankfort Youth Football League to play their games at Capitol View Park. The agreement was automatically renewed if neither party objected for four additional one-year terms. There is a 60-day cancellation clause for both parties.

Financial Analysis: The Frankfort Youth Football League makes an annual payment of \$2,500 to the City for maintenance costs.

Recommendation: Approval.

Attachments:

- Existing agreement
- Proposed new agreement.

Contact Person

Name: Steve Brooks
Title: Director
Department: Parks & Recreation
Phone: 502/875-8575
E-Mail: SBrooks@frankfort-ky.gov

- 6.3** To authorize the renewal of the Memorandum of Agreement for use of two soccer fields at Capitol View Park, between the City of Frankfort and the Young Men's Christian Association (YMCA) (Parks and Recreation).

Purpose: The purpose of this item is to authorize the renewal of the Memorandum of Agreement for use of two soccer fields at Capitol View Park, between the City of Frankfort and the Young Men's Christian Association (YMCA).

Background: In January 2002 an agreement was made between the City and the YMCA, for the use of two soccer fields at Capitol View Park. The agreement was automatically renewed if neither party objected for four additional one-year terms. There is a 60-day cancellation clause for both parties.

Financial Analysis: The YMCA makes an annual payment of \$2,500 to the City for maintenance costs.

Recommendation: Approval.

Attachments:

- Existing agreement
- Proposed new agreement.

Contact Person

Name: Steve Brooks
Title: Director
Department: Parks & Recreation
Phone: 502/875-8575
E-Mail: SBrooks@frankfort-ky.gov

- 6.4** To authorize purchase of a 2007 Chevrolet Silverado through State Contract Pricing (Sewer Department).

Purpose: To authorize purchase of 2007 Chevrolet Silverado 2500HD 4WD Crew Cab 153" truck from Bob Hook Chevrolet, Inc. of Louisville through State Contract Pricing for the Sewer Department.

Background: This will be replacement vehicle for Unit 97B – a 1995 Chevrolet truck with over 100,000 miles for the pump crew.

Financial Analysis: Funds are available in Account No. 300.68.56550. The cost will be \$24,776 from Bob Hook Chevrolet, Inc. of Louisville (State Price Contract #C-05297095).

Recommendation: Approval

Attachments:

- Quote

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@Frankfort-KY.gov

- 6.5** To approve paying the Paul Sawyer Library operating expenses from the Contingency Fund Account (Finance).

Purpose: To cover the cost of property insurance, monthly utilities, and any unforeseen maintenance cost for the Paul Sawyer Library from the contingency fund.

Background: At the time of budget preparation, the Paul Sawyer Library was under a lease contract and the City was investigating future alternatives for the Paul Sawyer Library. As a result, we did not include any operating budget for the Library. The following is an estimated itemized list of costs:

- 1) Property Insurance \$ 10,000
- 2) Utilities \$ 6,000
- 3) Routine Maintenance \$ 4,000

Total Estimated Cost \$ 20,000

Financial Analysis: Funds are available in Account No. 100-95-53295.

Recommendation: Approval

Attachments: None

Contact Person

Name: Steve Dawson
Title: Director
Department: Finance
Phone: 502/875-8500
E-mail: sdawson@frankfort-ky.gov

- 6.6** To authorize payment to the Property Valuation Administrator (PVA) for 2006 City of Frankfort Property Tax Assessment (Finance).

Purpose: The purpose of this item is to pay the PVA for use of county assessment for 2006 City of Frankfort ad valorem tax purposes.

Background: There is an annual fee as established by KRS 132.285 for the use of county assessment services for determining the 2006 City ad valorem tax values

| | | |
|----------------------------|-------------------------|----------------|
| Financial Analysis: | <u>2006-2007 Budget</u> | <u>Invoice</u> |
| | \$40,000 | \$40,000 |

Funds available in Account No. 100-50-53295.

Recommendation: Approval

Attachments:

- Invoice from Patsy Conway, Franklin County PVA

Contact Person:

Name: Steve R. Dawson
Title: Finance Director
Department: Finance
Phone: 502-875-8500
E-Mail: sdawson@frankfort-ky.gov

- 6.7** To approve a Revised Engineering Services Contract with HMB Professional Engineers, Inc. for design and construction administration services associated with the widening of US 421 by the Kentucky Transportation Cabinet (KTC) and an Agreement between the City of Frankfort and the Cabinet (Sewer Department).

Purpose: The purpose of this item is to approve a Revised Engineering Services Contract with HMB Professional Engineers, Inc. for final design, construction administration and construction inspection associated with the widening of US 421 from US 60 to Chenault Road by the Kentucky Transportation Cabinet and an Agreement between the City and the Cabinet.

Background: In January 2003 the Board approved an Engineering Services Contract with HMB in the amount of \$11,192.21 for planning and preliminary design of the relocation of sewers required due to the widening of US 421. Subsequent to submittal to the KTC, the Cabinet requested that additional work be performed and a revised Engineering Services Contract submitted. In May 2003 the Commission approved a revised contract in the amount of \$38,635.51. This contract was submitted to and approved by the KTC.

The KTC has requested a Change Order be prepared to include additional costs for the contract to include alignment changes and associated easement relocations and to also include the costs associated with Construction Administration. HMB has prepared this Change Order and it has been approved by the KTC. The addendum is in the amount of \$28,292.29 and raises the total contract amount to \$66,927.80.

Financial Analysis: There are no costs to the City of Frankfort associated with this agreement. This is a reimbursable contract with the Kentucky Transportation Cabinet.

Recommendation: Approval

Attachments:

- Engineering Services Contract with HMB

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

- 6.8** To authorize the renewal of the current Lease Agreement with Michael L. Harrod, for leasing 35 acres of pastureland on the northeast end of Capitol View Park. The Lease Agreement shall be for a period of (5) five years, January 1, 2007 and ending December 31, 2011.

Purpose: The purpose of this item is to renew the current Lease Agreement with Michael L. Harrod, for leasing 35 acres of pastureland on the northeast end of Capitol View Park. The Lease Agreement shall be for a period of (5) five years, January 1, 2007 and ending December 31, 2011.

Background: Mr. Harrod has leased this property since 1977 for agriculture and grazing purposes. This area is not used by the City because of the lack of accessibility.

Financial Analysis: None other than the fact that the City will not have to maintain or mow this area.

Recommendation: Approval

Attachment:

- Lease Agreement

Contact Person:

Name: Steve Brooks
Title: Director
Department: Parks and Recreation
Phone: 502/875-8575
E-Mail: Sbrooks@frankfort-ky.gov

- 6.9** To authorize the Mayor to sign a Letter of Commitment to Renaissance on Main for Frankfort to continue in their program for 2007 (Special Projects).

Purpose: To consider authorizing the Mayor to sign a Letter of Commitment to Renaissance on Main for Frankfort to continue in their program for 2007.

Background: In accord with provisions under the Renaissance on Main Program the Downtown Frankfort, Inc. Board of Directors and their Main Street Manager has asked the City of Frankfort to authorize the Mayor to sign a Letter of Commitment which will allow DFI and the City to continue to participate in the Program. Renaissance On Main requires this letter of commitment for the City and DFI to be eligible for possible funding.

Recommendation: Approval

Attachments:

- Letter of Commitment

Contact Person:

| | | |
|--------------------|--|--|
| Name: | Harry Carver | Rebecca Hall |
| Title: | Executive Director | Grants Manager |
| Department: | Downtown Frankfort Inc. | City Manager |
| Phone: | 502/223-2261 | 502/875-8500 |
| E-Mail: | info@downtownfrankfort.com | rhall@Frankfort-ky.gov |

- 6.10** To consider authorization to waive payment of the Payment In Lieu of Taxes (PILOT) for the Frankfort Housing Authority for the year 2006 (Finance Department).

Purpose: To authorize waiver of the Frankfort Housing Authority's 2006 PILOT payment in the amount of \$13,510.

Background: This is the annual request to waive the annual PILOT payment.

Financial Analysis: The City provided \$20,000 to the Frankfort Housing Authority in the 2006-2007 budget. The PILOT is in addition to that contribution. However, the Housing Authority requested this amount be reduced to \$10,000.

Recommendation: Approval

Attachments:

- Letter from Housing Authority Executive Director Carol Anthony

Contact Person

Name: Tony Massey
Title: City Manager
Department: City Manager
Phone: 875-8500
Email: Amassey@fewpb.com

6.11 To declare surplus (1) one 72" Diesel Exmark Zero Turn Mower (Parks and Recreation).

Purpose: The purpose of this item is to declare surplus (1) one 72" Diesel Exmark Zero Turn Mower, (CVP 00488, Serial Number 296780).

Background: Capitol View Park is in need of a new mower to mow ballfields. This mower is 5 years old and has 1200 hours on it. The cost new was around \$10,000 and trade-in value will be \$2,000 on a new one.

Financial Analysis: The cost of a new 72" Fuel Injected Exmark Zero Turn Mower is \$9,500.00, with a trade in amount of \$2,000, for a total cost of \$7,500. Funds are budgeted in Account No. 100.80.56550.

Recommendation: Approval.

Attachments: None

Contact Person:

Name: Steve Brooks
Title: Director
Department: Parks and Recreation
Phone: 502/875-8575
E-mail: SBrooks@Frankfort-Ky.gov

6.12 To confirm the purchase of one Dodge Sprinter Van (Police Department).

Purpose: The purpose of this item is to confirm the purchase of one Dodge 3500 Sprinter Cargo Van.

Background: Purchase of a Dodge Sprinter Van was necessary to replace a 1994 Ford ambulance that was converted for use by the Tactical Response Unit. The Ford ambulance has been driven over 85,500 miles and is in need of major repair. Bids were solicited with only one vendor submitting a bid, that being Freedom Dodge, Lexington, KY. The van was purchased from Freedom Dodge at a cost of \$35,952.

Technical Correction: In September 25, 2006 the Board approved authorization to solicit bids for a Dodge Sprinter 3500 cargo van. The December 14, 2006 Consent Agenda (6.6) described the item as a Dodge Sprinter 2500 cargo van. The Police Department actually purchased a Dodge 3500 Sprinter Van.

Financial Analysis: Funds were drawn from the Police Department Asset Forfeiture US Justice Account. These monies can only be used for law enforcement purposes.

Recommendation: Approval

Attachments: None

Contact Person

Name: Walter M. Wilhoite
Title: Chief of Police
Department: Police
Phone: 502-875-8523
Email: mwilhoite@frankfort-ky.gov

6.13 To award a bid to Red River Ranch, Inc. for a three-year yard waste grinding contract (Public Works)

Purpose: To award a bid to Red River Ranch, Inc. for a three-year yard waste grinding contract.

Background: On January 23, 2007, the City received two bids for yard waste grinding services. The bids ranged from \$9,260/trip to the low bid of \$8,735/trip submitted by Red River Ranch, Inc. It is anticipated that the City will require two grinding trips per year in order to process the yard waste. The City Street and Sanitation crews collect yard waste and storm debris and will haul it to the City's maintenance lot located at 301 Bald Knob Road. After the material is deposited on the City's lot, Red River Ranch will grind and haul the material to a permitted beneficial re-use facility. The City may retrieve the ground yard waste material for its own use. The City diverts approximately 3,000 tons of yard waste from the landfill per year that results in a landfill savings of approximately \$ 63,000/year (\$3,000 ton @ \$21/ton). The City's previously contracted brush-grinding services with A-1 Procurement at a cost of \$4,000/month. A \$20,000/year savings is anticipated through the award to Red River Ranch.

Financial Analysis: Funds are available in Sanitation Account No. 110.65.53295.

Recommendation: Approval

Attachments:

- Agreement
- Bid Tabulation Sheet

Contact Person:

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone: 502/875-8500
E-mail: jhackbart@frankfort-ky.gov

6.14 To authorize termination of an agreement entered by the City of Frankfort with Frankfort Electric and Water Plant Board (FEWPB) on December 15, 2005 and to enter into a new network agreement to provide computer network linking services and Internet access and maintenance for the City (Information Technology).

Purpose: To terminate a contract signed on December 15, 2005, and to enter into a new agreement with the FEWPB for computer network linking services, Internet access and to continue sharing of data resources.

Background: In November 2006, FEWPB initiated the separation of the City's domain and the computer network between the two organizations. The process in effect prevents FEWPB's IT department from connecting directly to the City's network. The City since then has taken over the maintenance of the City's computer and network facilities and in effect discharged FEWPB from responsibility for maintaining the computing facilities of the City.

Financial Analysis: Reduction of monthly recurring bill from FEWPB from \$2,779 to \$1,082.

Recommendation: Approval

Attachments:

- Contract

Contact Person:

Name: Julsun Pacheco
Title: IT Manager
Department: City Manager
Phone: 502/875-8500
E-Mail: jpacheco@frankfort-ky.gov

- 6.15** To amend Engineering Services Agreement No. 10 with HMB Engineers for the East Main Outlet (EMO) Project (Public Works).

Purpose: To amend Engineering Services Agreement No. 10 with HMB Engineers for the East Main Outlet (EMO) Project

Background: On 9/25/06, the Board of Commissioners approved Amendment No. 9 with HMB to provide continued construction administration and resident inspection services an additional 180 days. The construction schedule extension from six to nine months was made to accommodate contractors' requests at the pre-construction meeting.

As of 1/2/07, the 270 days allotted for construction expired. The city's contractor, Affholder, Inc. indicates that the completion of the project will require an additional 90 days (through 4/2/07). It is recommended that the Board amend its Agreement for Engineering Services with HMB Engineers an additional 90days. The HMB Amendment would provide for the additional construction administrative and inspection services until the project is complete. The scope of work for the additional 3 months shall include:

| | |
|--------------------------------------|-----------------|
| 1. Construction Administration | \$18,000 |
| 2. Resident Construction Observation | <u>\$42,585</u> |
| | \$60,585 |

Financial Analysis: Funds are available for this professional service agreement with HMB in the Holmes Street Drainage Account (635.00.51100). The \$60,585 fee for HMB Amendment No. 10 will be deducted from Affholder's contract price and will not increase the overall Project cost.

Recommendation: The City Commission amends the original 1/28/02 HMB Professional Services Agreement to include Amendment No. 10 for the Agreement for Engineering Services for the East Main Outlet Project, not to exceed \$60,585.

Attachments:

- Amendment No. 10

Contact Person:

Name: Jeff Hackbart
Title: Director
Department: Public Works
Phone 502/875-8500
E-mail jhackbart@frankfort-ky.gov

- 6.16** Authorization to award contract to Kenny, Inc. for the construction of the Ozone Contactor System Equipment Vault to house the static mixers for the Ozone Replacement Project (Sewer Department).

Purpose: The purpose of this item is to award a contract to Kenny Inc. for the construction of the Ozone Contactor System Equipment Vault to house the static mixers for the Ozone Replacement Project.

Background: The Sewer Department advertised for bids for construction of the Ozone Contactor System Equipment Vault. The contract for purchase of the static mixers, which will be installed in this vault, has been awarded and they are scheduled for delivery in the spring.

Bids were opened on February 1, 2007 and a total of five (5) bidders responded to the request for bids. Kenny, Inc., out of Mt. Sterling, was the low bidder at \$197,115. Total equipment and material expenses to date are \$1,735,162.

Financial Analysis: Funds are available in Account No. 300.68.56550.

Recommendation: Approval

Attachments:

- Bid Tab

Contact Person

Name: William R. Scalf, Jr., PE
Title: Director
Department: Sewer
Phone: 502/875-2448
Email: wscalf@frankfort-ky.gov

6.17 To award a contract to the Flint Group for lobbying and funding services (City Manager).

Purpose: To award to the Flint Group to seek appropriate federal and state funding options for proposed city projects.

Background: The Flint Group consulting firm assists local governments in developing funding strategies for priority projects. This includes efforts at the federal and state levels to seek legislative appropriations. The Flint Group will work with the city to develop an action plan for each city project, including appropriate funding sources and deadlines and processes. In addition, they will meet with the Kentucky Congressional Delegation on a regular basis regarding the City's projects. The Flint Group will submit monthly detailed reports to the City on on-going efforts.

Financial Analysis: Cost to the City will be \$4,000 per month plus a monthly administrative fee of \$300. As this is an unbudgeted item, funds will come from Reserve for Contingency (Account No. 100.95.53295).

Recommendation: Approval

Attachment:

- Contract

Contact Person:

Name: Tony Massey
Title: City Manager
Department: City Manager
Phone: 502/875-8500
E-Mail: Amassey@frankfort-ky.gov

| 6.18 | <u>Personnel Action</u> | <u>Employee</u> | <u>Department</u> | <u>Date</u> | <u>Other</u> |
|-------------|--------------------------------|------------------------|--------------------------|--------------------|---------------------|
| | Appointment | Peggy D. McMillan | Communications | 2-27-07 | Telecommunicator |
| | | Dustin A. Moran | Police | 2-27-07 | Patrol Officer I |
| | | David M. Ingle | Police | 2-27-07 | Patrol Officer I |
| | | Gene L. Wilburn | Fire | 3-6-07 | Firefighter I |

| | | | | |
|--------------|------------------|------|---------|---------------|
| | Jonmark R. Rhody | Fire | 3-6-07 | Firefighter I |
| Confirmation | Mark Craycroft | Fire | 1-25-07 | Firefighter I |

Contact Person

Name: John Morrow
Title: Director
Department: Human Resources
Phone: 502/875-8500
E-mail: Jmorrow@frankfort-ky.gov

7. BOARD APPOINTMENTS

7.1 Forestry Advisory Board

- Appointment of Venita D. Bright to complete the term of Ken Rollins, ending 5-8-09.

7.2 Civil Service Board

- Reappointment of Raymond Carter to a four-year term, ending 2-28-11.
- Reappointment of Corey Bellamy to a four-year term ending 2-28-11.

Attachments:

- Letters of recommendation from Mayor May
- Venita Bright resume
- Letter of recommendation from Forestry Advisory Board
- Raymond Carter resume
- Cory Bellamy resume

8. OLD BUSINESS

9. NEW BUSINESS

9.1 Personnel - Conditional Offer of Employment:

- Kenneth M. Keith, Patrol Officer I, Police Department *

** Contingent upon successful completion of physical, psychological, polygraph and drug screen examinations.*

Contact Person

Name: John Morrow
Title: Director
Department: Human Resources
Phone: 502/875-8500
E-mail: Jmorrow@frankfort-ky.gov

10. CITIZEN COMMENTS

11. COMMISSIONER COMMENTS

12. ADJOURNMENT